

# VALLES CALDERA NATIONAL PRESERVE

## Group Reservations

Thank you for considering the Valles Caldera National Preserve for your visit.  
Please carefully review our Group Reservation Policies for your group type (School Group or Guided Group) before submitting your application.

### School Groups

Reservations and school discounts are available to schools and colleges in session. School group trips to the Preserve are available Tuesday - Friday during the school sessions.

School Groups consist of:

- Public and Private schools in session
- Day care centers following a preschool curriculum, pre-K youth only
- Home schools and home school co-ops with submittal of their notification of Establishment of a Home School
- College and University Classes
- Groups must consist of at least 10 students with a maximum of 60 for Valles Caldera Trust staff lead activities.

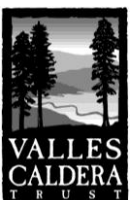
### Guided Groups

Reservations for guided groups are available year-round and based on availability of resources.

Guided Groups consist of:

- Community or Senior Centers
- Day care centers not following a preschool curriculum program or bringing children beyond pre-K age
- Youth Groups, such as Boy Scouts, 4-H clubs, after-school groups, etc.
- Adult Groups, such as gardening clubs, social groups, etc.
- Summer Recreation Groups, such as camps
- Churches
- Group Homes
- Large Families
- Companies
- Groups must consist of a minimum of 10 participants.

*In order to qualify for a group discount, your party must enter and exit together.  
Some activities and programs cannot accept late arrivals or early departures  
without posing a problem for the rest of the group.*



# VALLES CALDERA NATIONAL PRESERVE

## Education Group Reservation Policies

### Basic Information

Reservation applications must be submitted at least 30 days before the day you would like to visit. Visits can be scheduled for any time on any day of the week, except Mondays. Groups must consist of a minimum of ten (10) students. In order to qualify for a group discount, your party must enter and exit together. Some activities and programs cannot accept late arrivals or early departures without posing a problem for the rest of the group.

Education groups are requested to provide one (1) adult chaperone for every ten (10) students. If your numbers change, please continue to adhere to the ten-to-one ratio. Leaders of education groups may not assign persons under the age of nineteen (19) as chaperones. Chaperones are responsible for their groups of ten students and should remain with them at all times.

### Transportation

Groups are responsible for scheduling their own transportation to and from the Valles Caldera National Preserve. Unless otherwise noted, all education programs are held at the Preserve. Please plan accordingly.

### Amenities

Currently, there is no running water at many of the locations on the Valles Caldera National Preserve. Please bring drinking water with you for your visit.

There are vault toilets located at the Valle Grande Staging Area (two), Banco Bonito Staging Area (one), and at the Abrigo Trailhead (one). Please advise your group that if they are not at one of those locations, then “nature potties” will have to be utilized.

### Outside Food

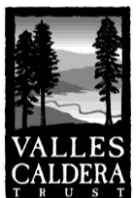
Groups can bring their own lunches, snacks, and/or non-alcoholic beverages. Glass is not permitted. There are no refrigerated storage facilities on-site. Picnic tables are located at the Valle Grande Staging Area only. Leaving trash around eating sites is not permitted. Please dispose of all your trash properly.

### Special Needs

Groups with special-need participants should alert Valles Caldera Trust staff during the reservation process.

### Special Requests

Program modifications or special requests must be approved in advance by Valles Caldera Trust staff before date and time of visit is confirmed. Please note that modifications or special requests could result in additional fees.



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## Confirmations

Pre-payment for all programs is required. Once you receive your confirmation email with a copy of the reservation application form and an invoice, you are required to send payment prior to your trip. If payments are not received at least two weeks (14 days) prior to scheduled visit; your reservation will be forfeited. Your visit will not be confirmed until payment has been received.

## Payment

You can submit payment one of the following ways.

1. By check: Please attach a copy of the invoice before mailing or dropping off the check.
2. By credit card: Fill out the required information at the bottom of the invoice and send via mail.
3. By credit card: Call Berta Pantoja at 505-428-7724 with card information. Please have invoice number handy when you call.

Please note that while we do accept checks, refunds (if needed) can be processed much faster if you pay by credit card.

## Cancellations

If a cancellation is made at least one week (7 days) prior to date of visit, you will receive a full refund.

Cancellations made in less than a week (6 days or less) prior to visit, will be refunded 75% of charge. Twenty-five percent will be retained by the Trust to cover administration fees. This excludes visits cancelled due to inclement weather. No shows will not receive any refund.

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## Rules & Group Etiquette

- Name tags are encouraged.
- Stay on designated trails and respect trail closures.
- No collecting of any kind is allowed. Please leave artifacts of the Preserve undisturbed for future visitors to enjoy. This includes obsidian, antler sheds, and flowers (antler sheds are sold at our gift shop, and like the other merchandise, all proceeds go to help the Trust's programs).
- Do not climb trees or rock structures.
- When there are trash & recycling receptacles nearby, please dispose of trash properly and recycle when possible. In areas where trash receptacles are not nearby, please practice "leave no trace" ethics and pack out all trash.
- Please come prepared for various weather & outdoor conditions; bring rain gear, sun screen, sturdy shoes, bug spray etc. (If you have an allergy to bees, please be prepared, bring your EPI-pen and notify someone of where it is located.)
- Never approach wildlife. This can be dangerous for you, others, and the animals. Give animals extra room and time to adjust to you. Chasing cattle and disturbing wildlife is a serious offense.
- The Valles Caldera Trust reserves the right to refuse access to any person for any reason at any time.

